

**EMPLOYMENT ASSISTANCE
ISSUANCE PY 02-10, CHANGE 2**

Ed Rolle, Director

July 7, 2003

TO: Local Workforce Investment Boards, Arkansas Workforce Centers,
All Local Offices Area Managers and ES Supervisors

SUBJECT: WIA, ES and UI Data Sharing and Reporting

1. **Purpose:** To provide technical guidance and clarification regarding the sharing of data pertaining to the required reporting for the Workforce Investment Act (WIA), Employment Service (ES) and Unemployment Insurance (UI) programs.
2. **General Information:** The Arkansas Employment Security Department (AESD) has received several questions and requests for data regarding client placements, follow-up and other services provided and reported by AESD on a monthly basis. There have also been questions as to the legality of capturing this and other data to report as WIA or Arkansas Workforce Center performance data.

The following information, along with the attached Table, is provided as guidance and clarification regarding the sharing of data that is used for reporting and performance purposes among programs.

To track retention and follow up of AESD placements as a core service, and key the information into the AWIS system for the sole purpose of obtaining credit towards performance, depends upon whether the individual has received a WIA funded staff-assisted service.

The intent in capturing employment data under WIA is to increase performance. All credits, as they relate to performance, that a WIA entity can receive, depends on the factors of one of the two groups of measures for WIA performance. The first group of measures are related to employment as the primary outcome, or as a partial outcome, and require the use of the UI wage records as a data source. This group includes 14 of the current 17 measures. Therefore, employment (placements, entered employments, or otherwise) is a critical factor in calculating the local area's performance, as negotiated with the State (AWIB). In other words, more employment equals a higher calculated performance.

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“...It is important to keep in mind that an individual must receive a WIA funded staff-assisted core, intensive, or training service to trigger registration and include the person in the core measures. For example, in a One-Stop environment, if an individual received only Wagner Peyser funded core services or TANF funded case management, and did not receive any WIA funded staff-assisted core, intensive, or training services, that individual would not be registered for WIA and counted in the core measures. However, as long as an individual has received WIA funded staff-assisted core, intensive, or training and goes on to receive non-WIA funded partner services, that person would be registered for WIA and counted in the core services...”

“...To encourage integration of services and recognize shared contributions toward outcomes, the Department will use the following strategy for tracking and reporting across WIA Title funded (WIA funded programs) and other workforce investment partners. Once an individual has registered for WIA funded services, programs can claim credit for outcomes on core measures attained by participants who receive non-WIA funded services (such as those offered by One-Stop and School-to-Work partner programs). The non-WIA-funded partner programs that are included in the performance measurement system must be party to local Memorandums of Understanding (MOU). Each partner must have the capacity to track registered WIA participants until the individual exits (the definition of exit is in Section 4.D.) all WIA and non-WIA-funded partner services. Some methods for tracking participants across programs include specifying the non-WIA funded services, and providing follow-up services to individuals...”

Please be reminded that there is a difference between a self-service/informational core service and a staff-assisted core service. There are numerous individuals receiving self-service and/or informational core services. These individuals are entered into AWIS as One-Stop Registrants only. At the point an individual begins to receive a staff-assisted core service (job search, job placement, etc.), he/she must be registered and entered into AWIS as a WIA Title I-B participant. Local Area WIA staff can create participant lists through AWIS and compare the lists with the UI wage records using the I-WAGE program.

The Labor Exchange Performance Measurement System implemented July 1, 2002, changed what AESD is required to report and make everyone's performance based on the same data elements. Although referrals, placements and other services are no longer part of AESD's performance standard, all activity previously/currently reported is still required.

3. **Action Required:** Please advise the appropriate staff regarding the contents of this Issuance.
4. **Inquiries:** Contact your Workforce Development Specialist or the ES Technical staff.
5. **References:** Workforce Investment Act of 1998 (Pub. L. 105-220), Section 136, Workforce Investment Act, Interim Rule, 20 CFR Part 666, published at 64 Federal Register 18662 (April 5, 1999), and the United States Department of Labor Training and Employment Guidance Letter (TEGL) No. 7-99, Core and Customer Satisfaction Performance Measures for the Workforce Investment System, dated March 3, 2000.
6. **Rescissions:** Employment Assistance Issuance PY 02-10 and PY 02-10, Change 1.
7. **Attachments:** Excerpts from TEGL 7-99, Table 1: Registration for WIA Services. The examples in this table may be used to determine when to register or enroll an individual as a *WIA Title I-B participant*.
8. **Expiration Date:** Continuing.